

**General Services Administration
Original Application Report**

Announcement Number: 21PBSB131MMMP

Position Title: Asset Manager

Name: VIENGKEO KEOPHOMMASANE

SSN: ***-**-9482

MIDX: 002780528

Address1: 206 Lincoln Place Unit 10

Address2:

City: Brooklyn

State: New York

Country: United States

Post Code: 11217

Plus4:

Telephone 1: Mobile - 2146974726

Telephone 2:

Telephone 3:

Email: viengkeo@usa.net

United States Citizen: Y

Series Applied To: 1101QK

Veterans' Preference: NV

Military Service Dates (Start of Service - End of Service):

Applicant Level Assessments:

Eligibility Questions

1. Are you a vet who was separated from the armed forces under honorable conditions after completing an initial continuous tour of duty of 3 years (may have been released just short of 3 years)?

Answers:

2. No

(Note: If you answered yes OR if you are claiming Veterans Preference you MUST submit a copy of a DD214, Certificate of Release or Discharge from Active Duty showing the type of discharge. Additionally, persons claiming 10 point preference will need to submit a SF-15 with the appropriate documentation. This documentation needs to be provided when you apply for a vacancy.)

2. Are you a current Federal employee?

Answers:

1. Yes

3. Are you a current Federal employee serving under a Veterans Readjustment Authority

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Answers:

2. No

(Note: If you are unsure, refer to your most recent Notification of Personnel Action (SF-50) or ask your servicing personnel specialist.)

4.If you are a current Federal employee, by what agency and organization are you employed?

Answers:

1. General Services Administration

5.If you selected "Other", please enter the agency and organization.

Answers:

6.If you are a current Federal employee, what is your duty station? [City,State] (Enter N/A if not Applicable)

Answers: New York, NY

7.If you are a Federal employee, under what type of appointment are you currently serving?

Answers:

1. Permanent-Career, competitive service

(Note: If you are unsure, refer to your most recent Notification of Personnel Action (SF-50) or ask your servicing Personnel Specialist.)

8.Are you a current (or former) employee of one or more of the following Land Management Agencies (Forest Service, Bureau of Land Management, National Park Service, Fish and Wildlife Service, Bureau of Indian Affairs, Bureau of Reclamation) and meet all of the following:

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(b) held those jobs totaling more than 24 total months;

(c) did not have more than a 2-year break between those jobs; and

(d) had performance ratings at or above the "acceptable" level during your employment

Answers:

2. No

9.Are you a current appointee under the Pathways Internship Program who has (a) completed all requirements for conversion under that program and (b) are in the 120 day conversion period to a permanent position or a term position (one lasting between 1 - 4 years)?

Answers:

3. Not Applicable

10.Are you a current appointee under the Pathways Recent Graduates or Presidential Management Fellows program who has completed all requirements for conversion under that appointing authority to a permanent position or a term position (one lasting between 1 - 4 years)?

Answers:

3. Not Applicable

11.If you are NOT currently serving in the competitive service as a permanent career or career conditional Federal employee, are you eligible for reinstatement based on career or career-conditional Federal status in the competitive service?

Answers:

3. Not Applicable

(Note: You will be asked to submit
a copy of a SF-50 prior to selection
as proof of your reinstatement eligibility.)

12.If you are, or ever were, a Federal civilian employee, please indicate pay plan of the highest graded position you held:

Answers:

1. GS

13.If you selected "Other", please enter the Pay Plan.

Answers:

14.If you are, or ever were, a Federal civilian employee, please indicate the highest

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Answers: 12

15.If you are, or ever were, a Federal civilian employee, please indicate the dates of the highest graded position you held (MM-YYYY to MM-YYYY or Present, or NA if Not Applicable):

Answers: Present

(Note: Time-In-Grade restrictions apply in relation to advancement to General Schedule positions of employees in the competitive service.)

16.If you are, or were, a Federal employee who held a permanent position in the competitive service, what is the highest full performance level of that position? (Enter NA if Not Applicable)

Answers: 12

17.May we contact your current supervisor for a reference?

Answers:

3. Please contact me first

18.Does the General Services Administration employ any member of your family?

Answers:

2. No

19.If yes to Question 18, please provide the name, relationship, organization in which employed, and location if known.

Answers:

20.If you are a male at least 18 years of age, born after December 31, 1959, have you registered with the Selective Service System?

Answers:

1. Yes

21.If you are a male at least 18 years of age, born after December 31, 1959 AND you have NOT registered with the Selective Service System, do you have an approved exemption?

Answers:

3. Not Applicable

(Note: You will be asked to provide

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interview and selection.)

22.Are you a retiree receiving a Federal annuity, either military or civilian?

Answers:

2. No

(Note: If you are an annuitant,
your salary or annuity may
be reduced upon employment.)

23.Have you accepted a buyout from a Federal agency within the past 5 years?

Answers:

3. Not Applicable

24.Are you eligible for noncompetitive appointment under a Special Hiring Authority?

Answers:

2. No

If you answered **Yes** then answer the following questions.

25.Displaced employee information:

Answers:

3. I am not a displaced employee from a Federal Agency.

(Note: If you are eligible for one of these plans, you will be asked to supply a copy of RIF separation notice, proposed removal for declining a directed reassignment outside of the local commuting area, or other official notification granting eligibility when you apply for a vacancy.)

Assessment Questions

What locations do you wish to apply to?

Brooklyn, NY, US

New York, NY, US

What Grades do you wish to apply to?

13

Grade: 13

1.Do you possess one year of specialized experience equivalent to at least the GS-12

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Answer (0.00 points):

1. Yes

2. Please check the statement that applies to you, relating to time-in-grade requirements for the GS-13 level.

Answer (0.00 points):

5. None of the above apply to me (You will not be considered for this position at this grade).

All Grades

1. Give the date of your last official appraisal, the name, title & phone number of the supervisor who evaluated your performance.

Answer (0.00 points): 11/10/20 Michelle Jackson, Lease Contracting Supervisor, 917-439-9769

2. Are you currently, or have you been within the last 5 years, a political Schedule A, Schedule C or Non-Career SES employee in the Executive Branch?

Answer (0.00 points):

2. No

3. Please provide the following information regarding your most recent political appointment: 1. Position Title 2. Type of Appointment (i.e., Schedule A, Schedule C, or Non Career SES) 3. Agency 4. Dates held (beginning and ending dates)

Answer (0.00 points): N/A

4. I have experience performing designated Real Estate asset duties in the following areas:

Answer (17.49 points):

1. facility planning and strategy
2. financial planning and GSA pricing
3. asset performance analysis

5. Please choose the response which best describes your experience establishing the minor repair and alteration funding level available for each asset, and identifying larger repair and alteration projects and funding levels for proposed projects:

Answer (15.00 points):

6. I am an expert at establishing repair and alteration funding levels for building assets and regularly provide advice to others on identifying larger repair and alteration projects and establishing funding levels for proposed projects.

6. I have experience advising senior management on issues related to asset management programs and activities.

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1. True

7. Do you have experience utilizing budgeting and financial management processes related to project financing and execution?

Answer (15.00 points):

1. Yes

8. As a regular and recurring part of my job, I have developed asset management standards and supporting performance goals and measures.

Answer (5.00 points):

1. True

9. Please choose the response that best describes your experience providing advice and assistance to managers and regional offices on matters related to capital planning and budgeting.

Answer (23.30 points):

1. I have extensive experience performing this task frequently as one of the regular duties of a position or positions I have held. I perform this task independently, with supervision and technical guidance; only in unique or unusual circumstances do I require direction.

10. I have made oral presentations to the following:

Answer (23.28 points):

1. Immediate Supervisor
2. Small groups of co-workers within my immediate organization
3. Higher level officials within my organization
4. Small groups outside my organization
5. Higher level officials outside my organization
6. Professional societies

11. Which response best describes your experience performing portfolio and asset management, planning and analysis, and providing guidance for assets, actions, strategic plans, and business objectives?

Answer (5.00 points):

6. I am an expert and regularly provide technical advice and expert guidance to other employees on portfolio and asset management programs and planning and analysis for program actions and objectives.

12. Do you have experience participating in long-term strategic planning for Government-owned assets?

Answer (5.00 points):

1. Yes

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management or inventory management tools?

Answer (17.50 points):

1. Yes

14.Do you have experience in developing, applying or managing policies for pricing occupancy in Federally owned or leased space that are consistent with the financial needs of the business and with standard industry practice in real property asset management?

Answer (17.50 points):

1. Yes

15.Do you have experience providing technical assistance and advice on interpretation of policies, regulations and laws governing the implementation of the pricing policy and billing process?

Answer (17.50 points):

1. Yes

16.I certify that, to the best of my knowledge and belief, all of the information included in this questionnaire is true, correct, and provided in good faith. I understand that if I make an intentional false statement, or commit deception or fraud in this application and its supporting materials, or in any document or interview associated with the examination process, I may be fined or imprisoned (18 U.S.C. 1001), my eligibilities may be cancelled, I may be denied an appointment, or I may be removed and debarred from Federal service (5 CFR, Part 731). I understand that any information I give may be investigated. I understand that responding 'No' to this item will result in my not being considered for this position.

Answer (0.00 points):

1. Yes, I certify that the information provided in this questionnaire is true, correct and provided in good faith, and I understand the information provided above.

Phase Assessment Questions

All Grades

PLEASE NOTE: The following question(s) are related to the questions asked previously in this announcement. You can review your responses by using the "Previous" button at the bottom of the screen. Please review and follow the below instructions.Respond to each question. If you do not have related experience, enter "N/A" in the space provided. Your responses to all of the questions in this announcement must be substantiated by the information in your resume.For each web page, the system will time out after one hour of inactivity and your unsaved entries will be lost. If you wish to save your responses

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text space and select the "Next" button at the bottom of the page.

After responding to the following questions, proceed through the rest of the application process and provide any required information and forms. To submit your application, select the "Submit" button at the bottom of the "Application Review" page. You must select the "Submit" button or your application will be considered incomplete and you will not be considered for this vacancy.

Once you submit your application, you will be forwarded to the "Confirmation Page". You can choose to download part or all of your application, return to USAJOBS or GSA's Dashboard website from this page.

If you return to the announcement and make any changes to your application, be sure to navigate back through the steps and select the "Submit Application" button on the "Application Review" screen to complete your application.

In order to receive credit for your response(s) to the following question(s), you must describe your experience in the space provided. Please be specific about your role and responsibilities. **"Please see resume"** is not an acceptable response. Failure to answer the question(s) may affect your eligibility to be considered for this position.

We recommend that you print the questions and prepare your answers before you start the application process. If there are essay questions in this announcement, you can create your answer in a word processing program and then copy and paste it into the essay answer block.

Specialized experience for this position is defined as experience performing the full range of asset management competencies and practices including economic analysis of owned and leased assets, facility planning and strategy, asset performance analysis and assessment of investment and housing decision making.

1. Describe your experience that meets the definition of specialized experience above. Be specific about your role and responsibilities. Your response will be limited to 2,000 characters which is approximately one-half typewritten page in length.

Answer:

2. Describe your experience participating in long-term strategic planning for

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contribution to the long-term strategic planning effort, and the outcome. Limit your response to 2,000 characters, which is approximately one-half typewritten page in length.

Answer:

Resume

Viengkeo Keophommasane
206 Lincoln Place Unit 10
Brooklyn, NY 11217
Mobile: 2146974726 - Ext:
Email: viengkeo@usa.net
Country of Citizenship: United States
Highest Grade: 12

Availability: Job Type: Permanent
Work Schedule: Full-Time

Desired locations: United StatesNew York

Work Experience: Department of Defense (Defense Contract Management Agency)
03/2010 - 08/2016
14285 Midway Road
Salary: \$85,189.00 USD Per Year
Suite 450
Hours per week: 40
Series: 1102
Pay Plan: GS
Grade: 12
Supervisor: Linda Settles (972-450-3524)
Okay to contact this Supervisor: Contact me first
Addison, TX 75001 US

Contract Price/Cost Analyst

•Provide technical assistance and guidance to DCMA Contract Management Offices (CMOs) at all stages of contracting. Continuous support for 3 Procurement Contract Officers, 3 Administrative Contract Officers and over 20 Department of Defense programs. Audited over 50 contract closeouts in order to prevent overage contracts and over \$100,000 in budgetary deficit for the following year. •Work on contracts for a wide variety of products and services for the military, including all types of aircraft, ships, ground vehicles, and weapons systems, as well as logistics, food, fuel, clothing, information technology, and outsourced services. Provide financial support for several programs

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negotiation services relative to a variety of complicated cost or pricing proposals. Continuous support of PCO during negotiation with recommendations for escalation rate for contractor salary, reasonable allocation for budget material cost and other estimated costs in proposal. Audits provided over \$1,000,000 in potential cost savings to several military agencies. Assist with the monthly PMR and CAFU reports. •Recommends agreement or disagreement with the proposed amount together with the reasonableness or unreasonableness of the cost. As a member of a Should Cost Review, provided recommendation on lease-hold agreement with potential savings of \$1,500,000. •Forecast price trends, economic factors and efficiencies in production for future accounting periods using analytical techniques such as random sampling, cost models, learning curves, and parametric cost models. •Interacts/meets with persons such as contractors, financial personnel and external auditors during an examination by performing such tasks as: providing support for write-ups, answering questions, conducting status meetings with contractor during the course of the examination. •Analyze contractors' proposals on agencies programs by analyzing their actual cost in previous years and than developing forecasting patterns and projecting budgets. •Review and analyze contractors' proposed labor resources to determine the most efficient allocation and the financial impact.

Townview Realtor

10/2007 - 12/2010

150 E Hwy 67

Salary: \$0.00 USD Per Year

Duncanville, TX 75137 US

Hours per week: 20

Supervisor: Kenneth Medlock (214-948-9368)

Okay to contact this Supervisor: Yes

Real Estate Agent

•Developed and implemented a program to inform educators of Good Neighbor Next Door Program which impacted sales by \$250,000 • Lead the development of a systematic policy to inform buyers and sellers of the Fair Housing Act, Real Estate Settlement Procedure Act, and other government policies which utilized brochures and website •Designed and implemented a website, www.fenixrisin.com, which provides an interactive learning site of the home buying process •Review of financial statements, assessing the financial status of TND program recipients, and developing strategies for solving current and future financial problems •Provide financial analysis to ensure TND program participants' compliance with HUD requirements and regulatory agreements

Dallas Independent School District

06/2004 - 03/2010

Salary: \$50,000.00 USD Per Year

Dallas, TX US

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Supervisor: Mr. Gates (9726938578)

Okay to contact this Supervisor: Yes

Teacher

- Developed a strategy of integrating the core science in the curriculum and communicating with parents and students of their progress relating to the Texas Assessment of Knowledge and Skills, TAKS, resulting in an 88% passing rate • Implemented a diversified teaching method to obtain a student passing rate of over 90% in Chemistry, Biology and Physical Science •Supervised the science safety training for the science department to reduce reported accidents from 15 to less than 3 a year
- Collaborated with fellow science teachers to design a resulted oriented curriculum to consistently have the students' rank 1st or 2nd in standardized end of year exam in our region •Initiated the formation of the science club to increase interest in the field of engineering and science research with 20 members and growing

Kliev Inc.

01/2005 - 01/2010

420 S Ervay St #100

Salary: \$0.00 USD Per Year

Dallas, TX 75201 US

Hours per week: 20

Supervisor: Ba Liev (214-538-9254)

Okay to contact this Supervisor: Contact me first

Business Analyst

- Implemented the optimal debt to equity ratio by acquiring a \$150,000 Small Business Administration loan for Kliev Inc. which had cash asset of \$50,000 •Supervised the renovation which was completed ahead of schedule and \$10,000 below forecasted budget
- Managed cross functional team including legal and accounting resulting in \$10,000 legal savings by eliminating fraudulent law suits and reduced corporate tax by \$20,000
- Conducted the due diligence for a prime location in a commercial site with high foot traffic during 11:00 am - 2:00 pm which allowed the company to reach profitability after 3 months of operations •Developed the business plan and business structure to limit financial exposure while reducing tax obligation by forming a limit liability partnership with C-corporation acting as the general partner •Developed the human resource manual to negate any possible law suit and increasing hiring efficiency •Serve as an expert on technical tax issues and develop technical content, training materials, and other resources to share knowledge, expand technical expertise, and ensure consistency and accountability in positions. •Participate in project assignments, solving problems, identifying actionable events, meeting milestones and deadlines and time frames for completion. •Prepare, present, communicate, and collaborate with appropriate internal and external stakeholders on technical guidance and new approaches to emerging or existing issues. •Make recommendations for development of new tax laws

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all potential sources and effectively escalated. •Performing financial and loan/credit analysis (i.e., assessing repayment capacity, financial strength and collateral protection); determining credit quality. •Review and analyze the quarterly and annual budget estimates and the appropriate allocation of resources for financial soundness.

I-Net Secure Software Inc.

03/2001 - 01/2004

4605 Silversprings Drive

Salary: \$0.00 USD Per Year

Dallas, TX 75211 US

Hours per week: 20

Supervisor: Viengkeo Keophommasane (214-697-4726)

Okay to contact this Supervisor: Yes

CEO/Consultant

•Negotiated the lease agreement resulting in a \$5,000 saving from the leasehold improvement clause and a rental rate 30% lower than the industry average •Developed the business model for a purified water store, Water to Go, which was in operation 60 days from initial concept •Strategise an optimal debt to asset ratio by utilizing a cash asset of \$5,000, angel investment of \$5,000 and leasing \$50,000 of equipment and financing supplies and renovations •Ensures resource planning and management are consistent with policy and budgetary strategies •Allocates and adjust fiscal resources to ensure adequate support of operating programs •Performs analysis of workload and budget data to identify trends and irregularities •Supervise and direct highly technical and complex financial management activities

Airband

07/2001 - 12/2001

5910 N Central Expy

Salary: \$40,000.00 USD Per Year

Dallas, TX 75206 US

Hours per week: 40

Supervisor: n/a ((214) 891-6105)

Okay to contact this Supervisor: Contact me first

Accounting Manager

•Audited invoices for double billing and fraudulent charges, which saved the company over \$100,000 of overcharges •Trained several members of the accounting department with the use of the accounting software which increased efficiency and reduced errors by 20% •Supported the Comptroller during the closing cycle and resolve any inquiries relating to the accounting software •Financial analysis duties include the following: -Modeling, managing, and analyzing large volumes of financial data; -Applying analytical and problem-solving techniques to identify financial trends and issues, and develop

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and presenting that data to management.; -Providing direction or technical assistance applying controlling authorities such as financial laws and regulations, OMB circulars, the Generally Accepted Accounting Principles (GAAP)

GSA (General Service Administration, Region 2, PBS)

08/2016 - Present

285 Fulton Street

Salary: \$98,040.00 USD Per Year

One World Trade Center, 54-55th Floor

Hours per week: 40

New York, NY 10006 US

Reality Specialist

- Provides technical real estate advice in the areas of lease acquisition, space management, assignment, utilization and/or disposal to GSA project teams, other Federal agencies, realty brokers, the federal public, and potential and current lessors.
- Lead an interdisciplinary team from GSA (architects, engineers, attorneys) and from outside the Agency (lessors, developers, contractors, tenant agency personnel, or other technical personnel), take the space need from the requirements development, to planning and project execution through space delivery.
- Performs reality work in a collaborative fashion with others and executes realty work with others in a way that ensures efficiency, streamlines the leasing process, maximizes return on excessed property using sound oral and written communications and established relationship management/teamwork practices in line with the Region's goals.
- Performs and/or provides comprehensive and detailed advice and guidance on a wide range of realty contractual issues.
- As a member of the Lease Project Delivery (LPD) team, I assisted other Leasing Specialist and Lease Contract Officer in my division to deliver their project timely with Region 2 achieving 93% completion of leasing projects within the time frame scheduled by our central office.
- As a member of the Automated Advanced Acquisition Program (AAP), I assisted other Leasing Specialist and Leasing Contract Officer to engage with potential Lessor to submit offer to our new website and provided a presentation to Region 2 on the process I have implemented to assist Lessor with the process. Region 2 achieved Tier 3 achievement milestone as related to procuring leases via our new website.

Education: Clark Atlanta University

Atlanta, GA US

Master's Degree - 05/2001

60 Semester Hours

Major: Business Administration

Minor: Finance

GPA: 3.6

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Relevant Coursework, Licensures and Certifications:

Current SSBI with TS-SCI access, DAWAI Level I and II certificate in Contracting,
Teacher Certification in Composite Science from Grade 8-12, Real Estate License

Clark Atlanta University

Atlanta, GA US

Bachelor's Degree - 05/1999

158 Semester Hours

Major: Chemistry

Minor: Mathematics

GPA: 3.3

Honors: Cum Laude

Languages: English

Spoken: Advanced

Written: Advanced

Read: Advanced

German

Spoken: Novice

Written: Novice

Read: Novice

Spanish

Spoken: Novice

Written: Novice

Read: Novice

Thai

Spoken: Novice

Written: None

Read: None

References: Bob Liev

Kliev Inc.

Phone Number: 2145389254

Email Address:

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Marcus Gates

DISD

Phone Number: 9726938578

Email Address:

Reference Type: Professional

Additional Information: Current SSBI with TS-SCI access, DAWAI Level I and II in Contracting, Real Estate License, Teacher Certificate, Proficient in Quick Books, Navision Financial, Microsoft Excel (macros), Access, Word, PowerPoint, FrontPage, GoLive 5, C++, Python (Automation, Machine Learning), UiPath RPA (Robotics Process Automation), Java, JavaScript, Pascal, Visual Basic for Applications SQL and Basic Programming, Stock Option Trading.

Answer: